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To: mattie.james@shelbycountyttn.gov
CC: "William L. Gibbons (wgibbons)" <wgibbons@memphis.edu>
"Patience Lewis-Walker" <plewis@ceoworks.org>
Date: 6/7/2018 11:29:27 AM
Subject: Meeting w/CEO

Hi Mattie,

Thank you for taking the time to speak with me this morning. As I mentioned I am now working as the County Director for a wonderful organization named the Center for Employment Opportunities (CEO). Our mission is to provide immediate, effective, and comprehensive employment services to men and women with recent criminal convictions. Our model, which encompasses job readiness, transitional jobs, permanent placement and retention, supports those who are returning from prison by assisting them with the tools needed to stay attached to the labor force. CEO operates 20 sites across the United States and recently opened an office here to serve Memphis and Shelby County.

Next week our Chief Executive Officer, Sam Schaeffer will make his first visit to Memphis. At the suggestion of Bill Gibbons we would like to schedule a meeting with Mayor Luttrell to introduce CEO to the Mayor and learn about opportunities for CEO to work with Shelby County Government. Please let us know if Mayor Luttrell has any availability during the following days/times:

Wednesday, June 13th 11:00 am - 4:00 pm

Thursday, June 14th 12:30 pm - 3:00 pm

Please let me know if you need any additional information.

Thank you so much for your assistance!

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